



**STATE OF NEW HAMPSHIRE  
DEPARTMENT OF CORRECTIONS  
OFFICE OF THE COMMISSIONER**

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**Helen E. Hanks**  
Commissioner

**Benjamin R. Jean**  
Assistant Commissioner

Date: July 16, 2020

To: All Staff and Residents

Subject: Update on the Status of Visitation and Volunteer Services

From: Commissioner Helen E. Hanks

We continue to have concerns regarding COVID-19 in the State of New Hampshire and how this will impact possible transmission through contact visitation, therefore we are extending the suspension of visitation and use of volunteers through July 24, 2020. Site leadership have remitted a modified non-contact visit proposal. We are examining the proposal and seeking additional feedback from Public Health. These plans are not finalized yet. We will continue offering non-contact visitation for attorneys with residents having active cases. Attorney visits will continue to be permitted on a limited first come first serve basis and must be scheduled directly with the facility to be visited. The Department of Corrections will also continue accommodations for electronic attorney/client activity. Any other official visitor request (i.e. law enforcement, non-DOC Investigators, Interpreters) will require preauthorization by the facility Warden/Director, in consultation with the Commissioner's Office. Tours will require preauthorization by the Commissioner.

The Department understands the importance of visitation, volunteer programming, internships, and attorney/client activity. We will continue to use the re-opening committee, facility leadership, and resident feedback to assess and monitor the situation. Attorneys with urgent needs will continue to contact the Warden/Director or designee for the facility housing their client.

I have authorized, starting next week, within COVID-19 guiding principles, small groups/classes to resume. Facility leadership will issue facility specific memos to operationalize this. Any individual not complying within the guidance set forth will not be allowed to continue to participate, as their non-compliance has the potential to put others at risk.

We look forward to providing additional information in the next few weeks of these next phases of operational changes that provide for a new normal that keep safety and health at the forefront.

Respectfully,

A handwritten signature of Helen E. Hanks in black ink, written in a cursive style.

Helen E. Hanks  
Commissioner